

OKLAHOMA WORKERS' COMPENSATION COMMISSION
SPECIAL MEETING MINUTES
APRIL 28, 2022, 10:30 A.M.

STATEMENT OF OKLAHOMA OPEN MEETING ACT COMPLIANCE

Notice of this Special Business Meeting was filed with the Secretary of State's office on Monday, April 18, 2022, at 12:47 p.m. in compliance with the Open Meeting Act.

The agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, the Commission's principal office.

MINUTES OF THE APRIL 28, 2022, SPECIAL BUSINESS MEETING OF THE
OKLAHOMA WORKERS' COMPENSATION COMMISSION

The members of the Oklahoma Workers' Compensation Commission met at 1915 N. Stiles Ave., 1st floor, Oklahoma City, Oklahoma, on April 28, 2022.

Members present: Chairman Jordan Russell, Commissioner Megan Tilly, and Commissioner Scott Biggs.

Others Present: Alexander Watkins, WCC; Tava Jones, WCC; Ian Steedman, WCC; Hopper Smith, WCC; Lauren Hammonds Johnson, WCC; James Lawson, WCC; Andrea Delling, WCC; Nicole Tubbs, WCC; Matt Hanke, WCC; and Hina Sharma, WCC.

Chairman Russell expressed appreciation for those in attendance. After the roll was taken, Chairman Russell found a quorum present and called the meeting to order at 10:30 a.m.

1. Approval of Minutes

- a. The minutes of the March 24, 2022, Public Hearing of the Commission were considered for approval.

Motion: Commissioner Tilly moved to approve the minutes of March 24, 2022, Public Hearing of the Commission.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

- b. The minutes of the March 24, 2022, Regular Meeting of the Commission were considered for approval.

Motion: Commissioner Tilly moved to approve the minutes of the March 24, 2022, Regular Meeting of the Commission.

Second: Commissioner Tilly

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

- c. The minutes of the March 30, 2022, Special Meeting of the Commission were considered for approval.

Motion: Commissioner Biggs moved to approve the minutes of March 30, 2022, Special Meeting of the Commission.

Second: Chairman Russell

Abstain: Commissioner Tilly

Those voting aye: Chairman Russell and Commissioner Biggs.

The motion carried.

2. Discussion and Approval of Independent Medical Examiners for the Commission

Title 85A O.S. § 112 requires the Workers' Compensation Commission to create, maintain, and review a list of licensed physicians who shall serve as independent medical examiners ("IME"). The Commission shall, to the best of its ability, include the most experienced and competent physicians in the specific fields of expertise utilized most often in the treatment of injured employees. The period of qualification for physicians shall be two (2) years.

The Commission considered approving the list of physicians presented at the meeting that have been vetted by the Executive Director and recommended to have the applications approved.

Motion: Commissioner Tilly moved to approve the proposed independent medical examiner.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

3. **Request to Fully Release the Security Deposit for Hudiburg Auto Group, Former Own Risk Permit #17922**

Hudiburg Auto Group (“the Company”), former own risk permit #17922, was a self-insured employer in the Own Risk program until April 1, 2020. The Company petitioned the Commission to fully release the Company’s security deposit on file. The Commission held a \$100,000 Letter of Credit, issued by FNB Community Bank, as security deposit.

All claims have been closed out and they all have passed the statute of limitations for reopening. The Company complied with Commission Rule 810:25-9-19.

James Lawson was recognized, presented, and answered questions of the Commission.

Motion: Commissioner Tilly moved to fully release the security deposit.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

4. **Discussion and Possible Action of Consent Agenda Items for the Issuance of Fiscal Year 2023 Requisitions**

The following items, which concern the yearly routine issuance of requisitions, will be approved by one vote unless any commissioner desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and possible action to include: a vote to take no action, approve, approve with modifications, disapprove, or continue the items.

ITEM	AMOUNT	DEPARTMENT	PROCUREMENT AUTH.	P. O. TERM	DESCRIPTION
OBJECTSTREAM - CASE OK	\$ 969,000.00	IT	RFP - AMENDMENT 4	7/1/2022 - 6/30/2023	DESIGN, BUILD & IMPLEMENTATION, PER PROJECT SCHEDULE
OMES /RISK MANAGEMENT CONSULTING	\$ 250,000.00	GENERAL OPS	ANNUAL SOW	7/1/2022 - 6/30/2023	COMPREHENSIVE RISK MGT & INSURANCE CONSULTING
OBJECTSTREAM - CASE OK	\$ 214,016.00	IT	CONTRACT	5/1/2022 - 6/30/2023	SUPPORT AND MAINTENANCE
APPLIED COMPUTER SYSTEMS, INC	\$ 91,851.60	GENERAL OPS	SOLE SOURCE - YEARLY	7/1/2022 - 6/30/2023	IT MAINTENANCE - WCIS
OMES/ISD	\$ 77,461.64	IT	ANNUAL SOW	7/1/2022 - 6/30/2023	IT SERVICES (EST)
COMMISSIONERS OF LAND OFFICE	\$ 74,353.92	GENERAL OPS	1ST OF 10-YR LEASE	11/1/2022-10/31/2023	201 BLDG/TULSA LEASE (INCL. SECURITY)
INSURANCE SERVICES OFFICE (ISO)	\$ 70,227.00	GENERAL OPS	SOLE SOURCE - YEARLY	5/28/2022 - 5/27/2023	IT MAINTENANCE - EDI SOFTWARE/NCCI (STATUTORY).
LOWERY & ASSOCIATES	\$ 61,000.00	GENERAL OPS	RFP 7/1/2020 - 6/30/2025	7/1/2022 - 6/30/2023	COURT REPORTING SERVICES
AUTHORITY ORDER - PCARD	\$ 60,000.00	GENERAL OPS	STATE PCARD	7/1/2022 - 6/30/2023	PRODUCT AND SERVICES PRUCHASED ON STATE PCARD
US POSTAL SERVICE	\$ 55,000.00	GENERAL OPS	STATE CONTRACT	7/1/2022 - 6/30/2023	OKC & TULSA
STANDLEY	\$ 30,087.00	GENERAL OPS	STATE CONTRACT	7/1/2022 - 6/30/2023	10 COPIERS (INCL. LEASE, EXCESS COPIES, TONER & MAINTEN.)
OMES/ABS SHARED SERVICES	\$ 24,600.00	GENERAL OPS	ANNUAL SOW	7/1/2022 - 6/30/2023	FINANCIAL DEPOSIT AND VOUCHERING SERVICES
OMES/HR	\$ 23,184.00	GENERAL OPS	ANNUAL SOW	7/1/2022 - 6/30/2023	PAYROLL SERVICES
BANK OF AMERICA	\$ 20,750.00	GENERAL OPS	STATE CONTRACT	7/1/2022 - 6/30/2023	CREDIT CARD - BANK SERVICE FEES
OMES/RISK	\$ 21,099.78	GENERAL OPS	ANNUAL SOW	7/1/2022 - 6/30/2023	WC, TORT, PROPERTY, VEHICLE & D&O/ELL INSUR. PREMIUMS
THOMSON- RUETERS	\$ 19,314.00	IT	SW1046A	7/1/2022 - 6/30/2023	WEST LAW & CLEAR SUBSCRIPTIONS
AUTHORITY ORDER - PCARD IT	\$ 15,000.00	IT	STATE PCARD	7/1/2022 - 6/30/2023	IT PURCHASES
OMES/ISD - PROJECT MANAGER	\$ 12,000.00	IT	ANNUAL SOW	7/1/2022 - 6/30/2023	CASE OK
SOUTHWEST SOLUTIONS - FILE FOLDERS	\$ 11,500.00	GENERAL OPS	APPROVE RFP & RESULTING P.O.	7/1/2022 - 6/30/2023	WC CASE FILE FOLDERS
MAIL RUN	\$ 10,500.00	GENERAL OPS	≤\$20,000 w/ 3 QUOTES	7/1/2022 - 6/30/2023	COURIER SERVICES - OKC/TULSA (INCL. FUEL SURCHARGE)

Andrea Delling was recognized, presented, and answered questions of the Commission.

Motion: Commissioner Tilly moved to approve the requisitions, with those over \$25,000 being submitted to the Secretary of State for approval.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

5. Discussion and Possible Action to Approve Workers' Compensation Commission's Copier Charge Form and Set the Effective Date

Title 85A O.S. § 22(A)(2)(a) provides: “[t]he Commission shall vote on any substantive change to any form and the effective date of such substantive change.”

Lauren Hammonds Johnson was recognized, presented, and answered questions of the Commission.

Motion: Commissioner Tilly moved to approve the amended form with an effective date of May 1, 2022.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

6. Discussion and Possible Action to Approve Proposed Amendments to the Workers' Compensation Commission Consolidated Records Disposition Schedule to Present to the Archives and Records Commission for Approval

Lauren Hammonds Johnson was recognized, presented, and answered questions of the Commission.

Motion: Commissioner Tilly moved to approve the proposed records disposition schedule changes.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

ADJOURNMENT.....Chairman Jordan Russell

Motion: Commissioner Tilly moved to adjourn.

Second: Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

The meeting adjourned at 10:45 a.m.